

<p style="text-align: center;"><b>SANDBACH TOWN COUNCIL</b> Small Common Redevelopment Sub-Committee</p>
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**AGENDA**

Please ensure that all apologies are made directly to the clerk of the meeting no later than 6pm on the day of the meeting.

Agenda for the meeting to be held on Wednesday 26 January 2022 at 7.00pm in The Ballroom, Sandbach Town Hall.

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**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

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The Chairman of the meeting will adjourn the meeting to allow questions from members of the public. After the questions, the Chair will reconvene the Meeting.

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**3. TO APPROVE THE MINUTES OF THE SMALL COMMON REDEVELOPMENT SUB-COMMITTEE MEETING HELD ON TUESDAY 28 SEPTEMBER**

**4. PROJECT UPDATE**

[Attached: Report from the Meeting Chair]

Lead: The Meeting Chair

Action: To receive the report

**5. DESIGN PRESENTATION AND PROJECT COSTING OPTIONS – TOM BIDDLE FROM BARNES WALKER**

Lead: The Chair

Action: To receive the presentation.

## 6. REPORT TO FULL COUNCIL AND NEXT STEPS

Lead: The Meeting Chair

Action: After having considered both the report and presentation in items 4 and 5 of this meeting, the Sub-Committee agree to:

1. Accept the revised design and budget and report to Full Council to seek approval for the budget, design and next steps
2. The Sub Committee considers the timeline and content of the 6 weeks public consultation which will take place subject to Full Council approval for the Project progressing.

## 7. DATE, TIME AND PLACE OF NEXT MEETING

TBA.

***Please note that this meeting will be recorded and the audio recording made available to the public within 5 working days of the meeting.***

**SANDBACH TOWN COUNCIL**  
**Small Common Redevelopment Sub-Committee**

**Minutes of the Meeting of Sandbach Town Council's Small Common Redevelopment Sub-Committee held on 28 September 2021 at 7.00pm in Sandbach Town Hall.**

**PRESENT**

Councillors: G Merry  
G Price Jones (Town Mayor)  
D Hegarty  
L Crane  
A Smith

**ALSO PRESENT**

M Bailey (Acting Town Clerk)

**1. SMALL COMMON REDEVELOPMENT SUB-COMMITTEE CHAIR**

**RESOLVED:** It was resolved that Cllr Donal Hegarty be the Chair for the 2021/22 council year.

**2. SMALL COMMON REDEVELOPMENT SUB-COMMITTEE VICE-CHAIR**

**RESOLVED:** It was resolved that Cllr Alan Smith be Vice-Chair for the 2021/22 council year.

**3. APOLOGIES FOR ABSENCE**

Cllr J Beddows

Cllr D Jack (no apologies given)

**4. DECLARATIONS OF INTEREST**

There were no declarations made by Members at the meeting.

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The Chair adjourned the meeting to allow questions from members of the public. There were no members of the public present.

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Cllr Smith asked that all documents on the project are placed in a location where they can be accessed electronically.

## 5. MINUTES OF THE PREVIOUS MEETING

**Resolved:** The minutes of the meeting held on 19 May 2021 were not approved at the meeting and will be considered at the next meeting.

## 6. CONSULTATION PLAN

Members considered both options for the site and reviewed the display boards which had been produced to present these options to the public as a whole.

Members wished to draw up a leaflet on the proposals for distribution in the town.

It was agreed to review the Fair Charter in conjunction with the project.

It was further agreed to put the planning application together and present at the next Assets and Services Committee meeting for decision.

It was **RESOLVED** to put Option 1 out to consultation.

The Sub-Committee noted that costs needed to be established and the Chair will meet with the architect to discuss these points. It was agreed to look at establishing a budget of £50-60,000 in the first instance.

It was proposed that a remembrance area is established for those who died from COVID.

Stakeholders for the project to include town councillors; Cheshire East Members; and STC staff as well as traders/users.

The consultation plan will consist of the following: -

- Dates will be agreed and communicated
- Display boards will be updated with information on Option 1
- Leaflets to be drafted in conjunction with the architect
- Collection points will be set up in the town and online – including library and Town Hall
- Surgery – will take place during the consultation period
- Councillors working on the project will be drawn from the Sub-Committee
- It was agreed not to hold a public meeting at this stage
- Cllr Hegarty to report back on discussions

**RESOLVED:** The Sub-Committee resolved to consult on Option 1 and to develop a consultation plan based on this option.

**7. POTENTIAL SITE FOR FODENS PLAQUE**

Cllr Merry introduced the item and said that Fodens had been successful in securing funding for the plaque which recognises the band's heritage and culture.

It was requested that the plaque and plinth be included within the small common redevelopment.

**RESOLVED** This request was approved and will be included in the consultation plan and discussions with the architect.

**7. CORRESPONDENCE**

There was no correspondence to report to the Committee.

**8. DATE, TIME AND PLACE OF NEXT MEETING**

To be confirmed.

The meeting closed at 8.28pm  
D Hegarty, Chairman  
MB.

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## Small Common Car Park sub Committee Report 26/1/2022

### Introduction

The Small Common project began in August 2019 when a sub committee was set up to examine options to refurbish the car park and modernise the facility for future use as an outdoor market and outdoor events.

A key objective was to retain short term parking on the site whilst enhancing its environmental status making it compatible with the nearby conservation zone that it borders.

### Background

The Assets and Services committee voted at its meeting on the 28<sup>th</sup> of July 2020 to appoint an environmental Consultant to undertake a feasibility Study on the options to refurbish and upgrade the Small Common Car Park.

A brief was prepared, and 4 environmental Architect Firms were asked to tender for the contract with a value of 5k. Two firms declared an interest and one quote was received from Barnes Wallis Associates to carry out the work.

Barnes Wallis were appointed and following site visits and appropriate local discussions they produced 2 design options for consideration by the Council.

The first option was an off the shelf Canopy Design with an estimate cost value of 50k to 55k. The second option was a bespoke design with an estimate cost of 80k to 85k. These estimate costs did not include the other components of the project which included tarmacking the car park, installing Planters and lighting which would have to be considered as part of the overall costing to complete the project.

A report was sent to the full Council meeting in September 2021 where approval was given to proceed with a 6-week public consultation exercise on the 2 Designs submitted by Barnes Wallis.

Following a subcommittee on the 28<sup>th</sup> of September to discuss the format of the public consultation it was agreed that we would proceed with one Design (The Off the shelf design) and requested the Architect to submit a final design with revised costings to complete the project.

The Sub Committee had expressed concerns about being able to complete the project within the allocated budget of 203K given that the cost of materials in all sectors of the Economy had risen because of the effects of the Covid19 pandemic.

### Current Situation

The Architect has submitted a revised financial costing to complete the project with 2 costed options which has been circulated to members for their examination and consideration.

The first option to complete the project in a 12-week period is 323,100K. This is a fully comprehensive costing which will deliver all aspects of the Design.

The second option is to complete the project in a 12-week period is 198,936.50K which is a scaled down version but is marginally within our existing allocated budget.

The design does include the Foden Plinth, but this will be funded separately and adds value to the project recognising Foden's contribution to Sandbach as a town.

### Summary

We now have a definitive design which fills the criteria of our brief and will enhance the status of the Small Common Area as a forward-looking project that is environmentally friendly and commemorates the History of Foden's and its contribution to the Town.

The sub committee is asked to agree a budget that we can submit to the full council for agreement to proceed with completing the project and moving on to the next stage of conducting a 6-week public consultation.

### Recommendations

- (1) That the subcommittee approve the revised Design.
- (2) That the subcommittee approve a revised budget
- (3) That the subcommittee seek full council approval for the Budget and next steps.
- (4) That the subcommittee consider the timeline and content of 6-week public consultation subject to full Council approval of project progressing.

Donal Hegarty  
Chair Small Common Park Subcommittee